

**NOTICE OF VACANCY  
March 30, 2021**

**POSITION: Lead Driver**

**DEPARTMENT: Public Works – Sanitation Division**

**SALARY: W 10/1A – W 11/8 \$21.88 - \$26.81 hourly**

**HOURS: Tuesday – Saturday 7:00 am to 3:00 pm**

**GENERAL STATEMENT OF DUTIES AND RESPONSIBILITIES:**

- Ensures that the collection of curbside municipal solid waste and/or recycling is performed in a timely, clean and orderly fashion.
- Drives and operates assigned motor equipment in accordance with all applicable regulations and safety practices.
- Performs duties required to support special collections such as leaf and brush, metals and hazardous waste.
- Performs duties in support of the operation of the recycling center.
- Performs laborers duties when not performing operator duties.
- Responsible to make sure that all safety practices and measures, including but not limited to, work zone safety are followed and that personal protective clothing is worn.
- Reports problems to the appropriate supervisor so that all waste disposal issues can be resolved quickly and efficiently and within the guidelines of the city's sanitary rules and regulations.
- Conducts themselves in a professional and courteous manner.
- Ability to determine what constitutes acceptable curbside waste collection items from the established Sanitation Rules and Regulations.
- Places the appropriate violation tags on items as instructed.
- Due to the importance of emergency response during winter weather events, vacations are limited during this time.

**SUPERVISION RECEIVED:**

Works under the general direction of the Operations Supervisor or his/her designee.

**SUPERVISION EXERCISED:**

Shall be responsible for the conduct and performance of the assigned crew.

**DUTIES AND RESPONSIBILITIES:**

- Complies with established safety procedures.
- Ensures that the collection of curbside rubbish and/ or recycling is performed in a timely, clean and orderly fashion.
- Operates equipment including rubbish packers, roll-off trucks, stationary compactors, fork lift, front end loaders and lift gate trucks in accordance with all applicable regulations and safety practices.
- Performs minor maintenance functions on assigned equipment such as checking and maintaining air pressures, fluid levels; lubrication of mechanical joints by installing necessary greases; etc.

- Prepares trip logs, equipment inspection records, collection violation reports and other related records as directed.
- Maintains trucks, equipment and work area(s) in clean and orderly manner.
- Performs miscellaneous maintenance and repair tasks on municipal buildings and on city owned properties.
- Any other related duties that may be required.
- Performs required Department of Public Works tasks such as snow plowing, snow removal, standby and emergency duties, and other essential functions as necessary.

## **QUALIFICATIONS AND ENTRANCE REQUIREMENTS:**

### **WORKING KNOWLEDGE SECTION:**

- Principles and practices pertaining to correct and safe operation of equipment and assigned vehicles.
- Applicable State, Municipal, and Department rules and regulations pertaining to safe operation of assigned motor equipment.
- Rules and regulations relative to proper safety codes.

### **THE ABILITY TO:**

- Recognize conditions requiring maintenance and repair; perform these repairs as necessary.
- Exercise proper professional and technical judgment.
- Operate equipment with a high degree of skill and efficiency.
- Work alone without close supervision.
- Comply with all Federal, State, City and Department policies and provisions.
- Work in difficult positions when necessary.
- Meet physical requirements necessary to perform duties.
- Frequently lift, move, push, pull and/or carry up to 45 lbs.
- Occasionally lift, move, push, pull and/or carry up to 100 lbs.
- Conduct him or herself in a manner that is appropriate and in compliance with the customer service guidelines of the City of Framingham.
- Extensive physical activity performing strenuous daily activities of a primarily industrial nature.
- Frequent stooping, kneeling, crouching, crawling, lifting and carrying.
- Work under varying weather conditions.
- Work scheduled and unscheduled overtime as may be required.

### **ENTRANCE REQUIREMENTS:**

- Graduation from a standard high school, vocational school course or GED.
- One year of experience in the profession, as a motor equipment operator, or equivalent.
- Considerable experience or training in the operation of all types of assigned motor equipment utilized by the City.
- Must possess a valid Commonwealth of Massachusetts Class B license with air brake endorsement and a good driving record.
- Possession of a Massachusetts Department of Public Safety Hoisting Engineers License with 1C and 2B endorsements.
- Good physical condition as evidenced by a physical examination.

## **PERFORMANCE EVALUATION PROVISION:**

- Performance evaluations shall be performed annually by the Division Director or his/her designee.
- These evaluations shall be used to establish goals and objectives, measure progress and accountability, and to identify areas where an employee's performance may require improvement.

- A good performance evaluation shall be the minimum requirement in order to achieve an annual step increase in wage.

The City of Framingham is committed to the ongoing pursuit of strategic diversity initiatives that help to position diversity, equity, and inclusion as central to municipality and community-wide excellence in the City of Framingham. In doing so, Framingham strives for a city culture and environment that fosters a true sense of belonging for all, provides opportunity for everyone to participate equally and fully in the city, their communities and neighborhoods in ways that helps to develop each individual's capacity to confidently and competently engage within and across difference. Given an evolving national context and the richness in the demographic and linguistic profile of our city, the City of Framingham has made a significant commitment to addressing and enhancing its community climate, culture and multiplicity of service capabilities as a city.

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**[www.framinghamma.gov/jobs](http://www.framinghamma.gov/jobs)**

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